

ANIMAL CONTROL OFFICER

DEFINITION:

The employee is responsible for enforcing the animal-rabies control ordinances of the City. Duties also include other support functions of animal control under the general supervision of the Chief of Police. Instructions to the employee are general and the employee must consider different courses of action and sometimes deviate from standard operating procedure. Independent judgment is required to complete some tasks.

EQUIPMENT/JOB LOCATION:

The employee will operate a light duty vehicle, some modern office equipment including calculators and computers. The employee must also use tranquilizer weapons, catch poles and operate euthanasia equipment. Work is generally performed outdoors and some tasks will be performed in all kinds of weather conditions. The employee is exposed to loud noise, bites and scratches from animals, and may be exposed to tobacco smoke.

ESSENTIAL FUNCTIONS OF THE JOB:

Patrols the City and picks up animals that are strayed, unlicensed, sick, or presenting a public nuisance.

Assists in putting animals to sleep using euthanasia equipment.

Answers complaints from the public relating to stray animals.

Some tasks require accurately firing a tranquilizer rifle or pistol to stop uncatchable animals.

Places cages to trap animals.

Must have the ability to lift heavy objects, weighing 25 to 75 lbs.

Employee will intermittently sit, stand and stoop.

Must establish and maintain an effective relationship with the public and other employees.

Handles and accounts for cash received from housing and selling animals.

ADDITIONAL EXAMPLES OF WORK PERFORMED:

(Any one position may not include all of the listed duties or duties which may be performed.)

Disposes of dead animals.

Feeds the animals at the shelter.

Performs other duties assigned by the City Manager.

REQUIRED KNOWLEDGE AND ABILITIES:

Knowledge of the City's animal control ordinances and regulations.

Knowledge of geographic area of the City.

Ability to react quickly and calmly in emergency situations and to determine proper course of action.

Ability to explain and enforce animal control ordinances and regulations firmly, tactfully, and with respect for the rights of others.

Ability to operate a motor vehicle in performance of duties.

Ability to properly and safely place traps.

Ability to safely handle animals.

QUALIFICATIONS:

Possess a valid drivers license from State of Tennessee.

Graduation from a standard high school or equivalent.

Must pass drug screen by licensed physician.